



**Michigan State Police
Criminal Justice Information Center**



Occurrence/Report Date Indicator and Hour Occurred

Occurrence/Report Date Indicator: This field is used to indicate whether the incident date reflects the date the crime occurred OR when the crime was first reported to law enforcement.

Use Indicator "Occurrence Date" (Code E in MICR) when:

- The exact date of the crime is known

Use Indicator "Report Date" (Code R in MICR) when:

- The exact date of the crime is unknown
- A date range for the crime is known

Hour Occurred: This field is used to indicate the time the crime occurred. Entry "Unknown" is valid.
(The time the report was taken should never be entered in this field)

Enter known time when:

- The time of the crime is known

Enter "Unknown" when:

- The time of the crime is unknown
- A time range is known

Examples:

- Report Date with Hour Occurred "Unknown" – A man leaves for vacation on Friday and returns Wednesday reporting a burglary. The Report Date is Wednesday; Hour Occurred is "Unknown."
- Report Date with known Hour Occurred – A woman was assaulted on her lunch break; she reported the crime weeks later on a Saturday. She cannot recall the day of the week but was confident the assault took place at noon. The Report Date is Saturday; Hour Occurred is 12:00.
- Occurrence Date with known Hour Occurred – 911 receives a call for a motor vehicle theft in progress. The Occurrence Date and Hour Occurred is the time and date of the 911 call.
- Occurrence Date with Hour Occurred "Unknown" – A man reports an assault on Tuesday; he describes the attack while walking home from work yesterday but cannot recall the time. The Occurrence Date is Monday; Hour Occurred is "Unknown."

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